February 13, 2014

Mr. Moses Hampton

Talbot Thingamajig, Inc.

4618 3/4 William Flynn Hwy.

Allison Park, PA 15101

Dear Mr. Hampton,

I hope you are well. I am writing to be considered for an overseas assignment with Talbot Thingamajig, Inc. Specifically, I am requesting to be assigned to help open a branch of the company in China. I chose to study China in my training course because they are a very sophisticated society with astonishing scenery. They also have a thriving economy with many hard working citizens. Finally, China manufactures many products for the U.S.A. like shoes, clothing, electronics, and much more.

Over the course of the next 7 1/2 weeks, I expect to learn about China's culture, food, business, etiquette, and some important phrases in Mandarin. Having this knowledge will help me understand more about their economics and how China works on an everyday basis. I will be able to respect their ways of living and fit in.

Lastly, I think I would be a great addition to this team because I am hard working and dedicated to my job just like during football. I always go to the practices and I am always working on improving. I also work well with others and learn quickly. This is shown through my abilities in school when I learn a whole new math lesson in only a day and work on projects with other students.

Thank you for your time and consideration. I look forward to hearing from you soon.

Sincerely,

James McDaid

4893 Sioux Ct.

Allison Park, PA 15044.